

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

TOMMY LEWIS, PRESIDENT 2001, PRESIDING

September 11, 2001

A. CALL TO ORDER

The September 11, 2001, meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Tommy Lewis, Board President 2001.

Chief Deputy Charlie Brown of the DeSoto County Sheriff’s Department was present and did open the DeSoto County Board of Supervisors meeting in a regular session to hear any and all business to come before the Board. The following were present:

Supervisor Jessie Medlin-----District 1
Supervisor Eugene C. Thach--District 2--ABSENT
Supervisor Gerald Clifton-----District 3
Supervisor John Caldwell-----District 4
Supervisor Tommy Lewis-----District 5
W. E. ASluggo@ Davis-----Chancery Clerk
Sheriff James Albert Riley-----Sheriff
David Armstrong-----County Administrator
William H. Austin, Jr.-----Board Attorney

B. INVOCATION

County Administrator David Armstrong presented the invocation.

C. OLD BUSINESS

D. NEW BUSINESS

1. Approval of Publication of Final Settlement of Contract for Bethel Road

County Administrator David Armstrong said he needed authority from the Board of Supervisors to run the publication of final settlement of contract for Bethel Road. David Armstrong said this is required by State Aid. The County is responsible for paying for the advertising, as State Aid Road funds cannot be used.

Supervisor Jessie Medlin made the motion and Supervisor Gerald Clifton seconded the motion to approve the County Administrator or his designee to advertise the publication of final settlement of contract for Bethel Road. The motion passed by a vote as follows:

| | |
|---------------------------|--------|
| Supervisor Jessie Medlin | YES |
| Supervisor Eugene Thach | ABSENT |
| Supervisor Gerald Clifton | YES |
| Supervisor John Caldwell | YES |
| Supervisor Tommy Lewis | YES |

****See Exhibit D.1****

ITEM D, CONTINUED,

2. Authorization to Bid DHS Building

County Administrator David Armstrong said Architect Marvin Johnson was present today with copies of the plans for the construction of the new Department of Human Services building. David Armstrong said the County has received a CDBG grant in the amount of \$450,000 for construction and Marvin Johnson is ready to advertise for bid.

Marvin Johnson showed the changes that were requested by the Board regarding leaving one section of the new building that would just have stub plumbing, but no walls. The old cattle barns would be gone and they would relocate the gravel drive and make the existing drive as a parking area. Mr. Johnson said the fueling pad might have to be relocated along with the fire hydrant lines. Mr. Johnson said the civil engineer for the project, Gerald Davis, was working on finalizing the plans this week. There are plans to put a covered walkway around the building. The building would have a total 18,000 sq. ft. There would be a rooftop air conditioning system for the office areas. The shop area for Buildings and Grounds would have ventilators installed to cool the shop area.

Supervisor Tommy Lewis made the motion and Supervisor Jessie Medlin seconded the motion to authorize to advertise for bid the new DHS building. The motion passed by a vote as follows:

| | |
|---------------------------|--------|
| Supervisor Jessie Medlin | YES |
| Supervisor Eugene Thach | ABSENT |
| Supervisor Gerald Clifton | YES |
| Supervisor John Caldwell | YES |
| Supervisor Tommy Lewis | YES |

3. Authorization to set Price for GIS

County Administrator David Armstrong said Sam Russell, Director of GIS has a proposed list of a pricing schedule for various requests for GIS information. This list is subject to the Board of Supervisors approval. David Armstrong said any income from the GIS information would be a revenue item for the County budget. David Armstrong said Mr. Russell has estimated the revenue potential to be between \$40 and \$50 thousand over a one year period, but the revenue put into the FY02 budget was \$25,000. David Armstrong said the State law allows the County to recover a portion of the cost associated with the development and reproduction of the data.

Sam Russell said the following is his proposal for GIS pricing, subject to the Board’s approval:

- a. Maps and data free to governmental units---Cities, Counties, State or Federal Agencies, County Agencies and departments, Quasi-governments Units (such as Water Associations, Drainage Districts, Sewer Districts, etc.)—if they agree to trade information with us.
- b. Private sector individuals and companies would be charged as described below unless they have comparable data that they are willing to trade.
- c. If a more formal process is needed or desired, then one would be developed with consultation with the Board and County Attorney.

Target price for charges per job is at \$25 to \$500.

- a. Paper copies: (for maps/information already compiled and ready to print)
\$1.00 per color copy (8 ½ X 11 or 11 X 17)
\$15.00 minimum for larger plots, plus \$1.00 per layer of information on plot.

ITEM D.3, CONTINUED,

- b. Digital info request: (for maps/information already compiled & ready to print)
\$5.00 for CD (minimum \$25 charge), plus \$5.00 per square mile for Air Photos, plus \$5.00 per layer on information
- c. Digital Topography: \$5.00 per CD (minimum \$25 charge), plus \$1.00 per acre for 1' topo information, \$0.50 per acre for 5' topo information and any charges for other layers as noted above
- d. "Big" Projects: (for maps/information requests which involve creation or manipulation of data of more than 30 minutes work as estimated by the GIS staff)
\$40.00 per hour (minimum 1 hour charge) plus above rates.

An alternative pricing policy could be to have a "buy-in" price of \$500 for unlimited access to the data with the above pricing scheme for 1 to 2 time users. This alternative, however, might limit the amount of data the County received, or increase the cost to acquire other local data.

Sam Russell said Waggoner Engineering was providing the topography information for the County that is being requested. Sam Russell gave a copy of comparison of pricing from neighboring jurisdictions to the Board that he had used to set the prices for the County.

Sam Russell said any data that was received from other sources would have to be verified before being put into the County GIS system. Supervisor John Caldwell said the determination of what data is needed by the County would have to be made before putting the information into the system.

Sam Russell said the County has to determine the value of the information for pricing and the liability involved on information being given. The more a County charges for the information the more the liability would be.

Supervisor Tommy Lewis asked if the County traded information with the gas companies, can the information we get be passed on? Sam Russell said this question has to be determined. Supervisor John Caldwell said if it is the County's, it is public information.

Sam Russell said if the County puts the GIS data on the Internet, the information is usually free, because there is no expense for personnel or supplies required. Supervisor John Caldwell said the request for data has to be determined as to the use of data being requested. Sam Russell said the request could be evaluated on each transaction monthly to determine the use of data.

Supervisor Tommy Lewis requested the Board of Supervisors to take the information that Sam Russell has provided and to come back with suggestions. Sam Russell said the prices he developed were with the concept of working with developers and engineers.

Supervisor Gerald Clifton made the motion and Supervisor John Caldwell seconded the motion to take the information for GIS pricing under advisement. The motion passed by a vote as follows:

| | |
|---------------------------|--------|
| Supervisor Jessie Medlin | YES |
| Supervisor Eugene Thach | ABSENT |
| Supervisor Gerald Clifton | YES |
| Supervisor John Caldwell | YES |
| Supervisor Tommy Lewis | YES |

****See Exhibit D.3****

ITEM D, CONTINUED,

4. Authorization of the Interfund Transfer of Metro Seized Funds

At the recommendation of Comptroller Joyce Riales, Supervisor Gerald Clifton made the motion and Supervisor Jessie Medlin seconded the motion to authorize and instruct the County Comptroller, pursuant to Section 41-29-185 of the Mississippi Code of 1972, as amended, to transfer the following forfeited funds that were seized by Metro Narcotics:

| <u>Case Number</u> | <u>Defendant</u> | <u>Date Seized</u> | <u>County Receipt #</u> | <u>Amount</u> |
|--------------------|--------------------|--------------------|-------------------------|---------------|
| DC-0146-1-01 | Thomas E. Thompson | 7/29/01 | 12523 | \$613 |
| DC-0138-1-01 | Richard Foster | 7/21/01 | 12523 | \$330 |
| DC-0137-1-01 | Darrell E. Summers | 7/20/01 | 12523 | \$176 |
| DC-0136-1-01 | Edward B. Scott | 7/20/01 | 12523 | \$202 |
| DC-0131-1-01 | Kevin J. Watson | 7/17/01 | 12523 | \$258 |
| DC-0128-1-01 | Patrick J. Powers | 7/11/01 | 12523 | \$282 |

Transfer From 123-900-950 Metro Narcotics Seized \$1,861.00
Transfer To 105-000-384 Metro Narcotics Forfeitures \$1,861.00

The motion passed by a vote as follows:

| | |
|---------------------------|--------|
| Supervisor Jessie Medlin | YES |
| Supervisor Eugene Thach | ABSENT |
| Supervisor Gerald Clifton | YES |
| Supervisor John Caldwell | YES |
| Supervisor Tommy Lewis | YES |

E. Budget

County Administrator David Armstrong passed out a copy of the County’s projected capitol programs for the coming year 2002. The list consisted of the following:

A. \$18,000,000 Bond Issue (Fund 382)

| | |
|----------------------------------|-------------------------------------|
| 1. Church Road West Construction | \$ 1,924,250 |
| 2. Church Road East Construction | \$ 5,436,230 |
| 3. CDBG – New DHS Building | \$ 1,200,000 (Transfer to fund 052) |
| 4. Jail Renovation & Expansion | \$ 4,052,175 |
| 5. “Brentwood Originals” | \$ 625,000 |
| 6. Nail Road | \$ 750,000 |
| 7. Starlanding Overpass | \$ 700,000 |
| Totals | \$14,687,655 |

B. State Development Bank Pool (Fund 383)

| | |
|-----------------------------------|--------------|
| 1. Wastewater Construction | \$ 1,350,000 |
| 2. Airways South (W. W. Grainger) | \$ 205,000 |
| 3. Library | \$ 3,000,000 |
| 4. Airways North | \$ 750,000 |
| 5. Church / Getwell Road | \$ 30,000 |
| Totals | \$ 5,335,000 |

David Armstrong said he and the comptroller had gone through the budget and made the changes. David Armstrong said there are two principles when establishing a budget and that

is to under estimate the revenues and to overestimate the expenses. David Armstrong said
ITEM E, CONTINUED,

the GASB financial requirement for 2003 by the State will show how well the County demonstrates their stewardship in the long term in addition to the way they currently demonstrate the short-term budgetary focus.

David Armstrong said he has made the changes to the budget as follows:

1. Special Projects Coordinator for Board of Supervisors – Salary \$28,500 – taken out of budget.
2. Insurance for Small Claims reduced from \$60,000 to \$50,000.
3. Regional Utility Authority – reduced Legal Fees from \$36,000 to 35,000 and reduced Consultants Fees from \$97,500 to \$95,000.
4. Accounting – Audit / Bank Fees – The County is audited by private audit for 2 years and by State audit for 6 years. This fee has been reduced from \$35,000 to \$30,000. We are under the State Audit for now.
5. The Risk Manager has been left in the budget figures.
6. Buildings & Grounds – Had to carryover \$1,800 from this year for uniforms that won't be purchased until next year. The secretary position has been left in the budget also at a salary of \$18,200.
7. Youth Court Prosecutor Salary: no change in the budget.
8. Coroner Budget – Coroner salary set by State statute at \$9,000, but the fees for the coroner has been increased from \$40,000 to \$42,000. This is based on the population growth of DeSoto County.
9. Medical Fees for ER Physician – The \$75,000 was put into the budget. There has been no revenue from the Cities for this fee.
10. DeSoto Sunrise – The budget of \$180,000 with a contract from DeSoto Sunrise that they will keep the revenue from the State.
11. 4-H & Equine – The requested funds by Art Smith for \$3,500 for the 4-H & Equine has been set up as a new line item for the budget.
12. Budget Account 701 – New Construction – This account is for the construction of the Eudora and Miller Fire Departments and had funds for the Love Fire Department. The funds in this account was \$500,000, but the cost of the Eudora and Miller Fire Department, which I left \$450,000 in the budget for, leaves a balance of \$50,000. This is not enough to build with.
13. E-911 Personnel Salary – The administrative salary was requested to be 3.5% increase and the secretary salary was requested to be a 16% increase. The State Audit Department has stated that E-911 should come under the Board of Supervisors of the County, so these salaries have been put in the budget with the 2.5% or 3% increase as other County employees.

Supervisor Jessie Medlin asked the County Administrator if he had spoken with Rex Haynes regarding a safety officer in departments that are high risk areas. David Armstrong said he had spoken with Rex Haynes regarding the safety officers. Supervisor Medlin said he would like for the County to put in the safety officer for a one year period. We could send them to school and have meetings to see where to start and they could communicate to the Board of Supervisors. Supervisor Medlin asked for a safety officer be assigned within the departments of Central Maintenance, Sheriff's Department and the Operations and Maintenance or Buildings and Grounds Department. Supervisor Medlin said the employee could be compensated for being the safety officer.

Supervisor Jessie Medlin asked if Mid State Opportunity was still in the budget. David Armstrong said the County has budgeted \$76,000 for the Senior Citizens that Mid State Opportunity handles. Supervisor Medlin said the County has a budget for Senior Citizens, but the Cities do not budget for them.

Supervisor John Caldwell said if the E-911 now falls under the Board of Supervisors they

will set the pay scale for the positions.

ITEM E, CONTINUED,

David Armstrong said the hardest thing to project is the County's ending cash balance when you start a budget process. The latter part of the month of September allows us to predict the year end cash balance. The best efforts of four or five people who worked on the projections for the County has allowed the Board of Supervisors not to increase the millage from 85.78. David Armstrong said had the Sheriff not made the sacrifice of \$632,000 this could not have been done.

David Armstrong said the County has agreed to support Northwest Community College for their expansion and placed a 1.9 mill in the budget for this. The general County millage was reduced from 23.82 to 21.71 to handle this for the college.

Supervisor Tommy Lewis asked what is in the budget for salary increase. David Armstrong said that with the 2.5% salary increase the ending cash balance would be \$8,102,799 and with the 3% salary increase the ending cash balance would be \$8,061,181. Supervisor Jessie Medlin said this does not mean that they have to give a salary increase to employees who are not performing.

1. Approval of Budget FY02

That the County Budget prepared under the provisions of Section 19-11-11, Mississippi Code of 1972, is hereby approved and adopted for the fiscal year beginning October 1, 2001, and ending September 30, 2002, and will be entered at length and in detail upon the minutes of this Board following this Order. Supervisor Tommy Lewis made a motion and Supervisor Gerald Clifton seconded the motion to approve and adopt the budget for Fiscal Year 2002, to add back the position of Special Projects Coordinator for the Board of Supervisors, to leave in the position of the Risk Manager, to maintain \$20,000 in the grant fund for the acquisition of property for the Love Fire Department, for the County employees to receive a 3% salary increase, and to add an additional \$1,000 to the salary for the Youth Court Prosecutor, plus benefits. The motion passed by a vote as follows:

| | |
|---------------------------|--------|
| Supervisor Jessie Medlin | YES |
| Supervisor Eugene Thach | ABSENT |
| Supervisor Gerald Clifton | YES |
| Supervisor John Caldwell | YES |
| Supervisor Tommy Lewis | YES |

Ms. Naomi Briscoe, a County resident, asked to speak to the Board of Supervisors. Ms. Briscoe said she appreciated the Board's efforts to not increase taxes to the County. Ms. Briscoe said to give County employees the 2.5% pay rate, that there were a lot of people on fixed incomes that don't get increases. There are people loosing jobs every day and that they have to be careful how they spend the County taxpayer's money. Ms. Briscoe said she felt the Equestrian Arena was not necessary for DeSoto County. Ms. Briscoe said she works with the Summerhill Fire Department and feels that to pay fire fighter's would be fine, but not at the expense of raising taxes. Ms. Briscoe said the position of Risk Manager does not seem necessary, and why did the County only receive one bid for insurance. Ms. Briscoe asked why the reappraisals were behind. If the law mandated to have this done, why was the County not pushing Parker Pickle to get this done.

Supervisor John Caldwell said when the County learned of the mandated reappraisals the Tax Assessor made the pitch that they could do this job on time for less money.

Supervisor Tommy Lewis said no one likes to raise taxes, and the Board did not know if they could balance the budget until this morning. Supervisor Lewis said he owns property in DeSoto County but if the budget required the Board to raise taxes, he would

be the first to say raise taxes. Supervisor Jessie Medlin said the Board was not forced to raise taxes this year, but that is not to say that the taxes would not be raised in an election

ITEM E, CONTINUED,

year if necessary. Supervisor Jessie Medlin said the entire Board wants to budget with no increase whenever possible.

2. Setting the Tax Levy for FY02

The Board of Supervisors agreed to set the tax levy at 85.78 mills as detailed and in accordance with Section 19-5-23 of the Mississippi Code. Supervisor Tommy Lewis made a motion and Supervisor Gerald Clifton seconded the motion to adopt the millage sheet and set the millage at 85.78 mills for Fiscal Year 2002 in accordance with the guidelines set forth in the Mississippi Code. The motion passed by a vote as follows:

| | |
|---------------------------|--------|
| Supervisor Jessie Medlin | YES |
| Supervisor Eugene Thach | ABSENT |
| Supervisor Gerald Clifton | YES |
| Supervisor John Caldwell | YES |
| Supervisor Tommy Lewis | YES |

F. EXECUTIVE SESSION

The executive session portions of these minutes are recorded under the portion of the minutes called "Executive Session".

G. OTHER ISSUES

1. Supervisor Fall Workshop

County Administrator David Armstrong said the Supervisors Fall Workshop would be held in Natchez on October 8 through October 10, 2001. There will be a \$100.00 fee per official. David Armstrong said he needed to know who plans to attend. Supervisors Jessie Medlin and Tommy Lewis said they would not be going. Chancery Clerk Sluggo Davis said he would not be going. Supervisor Eugene Thach was absent.

2. School Bond Expired

County Administrator David Armstrong said the Board had requested the Board Attorney to get an Attorney General opinion of the expired school bond balance of \$105,000 and where the funds could be placed. Board Attorney Bobby Chamberlin has stated the funds belong to the County and can be placed into the general fund according to the Attorney General.

3. Civil Defense

T. H. Walker, Director of Emergency Management and Civil Defense addressed the Board of Supervisors regarding the attack on America in New York City and the collapse of the twin towers. Mr. Walker said there may be a request for volunteer help in New York and he would like the Board to authorize him to act in case the call came in. Supervisor Tommy Lewis asked what would his recommendations for personnel to go be? Mr. Walker said we will be dealing with volunteers and he would ask Paul LaBlanc to make the recommendations as to who was qualified to go. Mr. Walker said that military aircraft would be used to provide transportation if the call came in. Supervisor Jessie Medlin said the County should be covered first.

Supervisor Jessie Medlin made the Motion and Supervisor Gerald Clifton seconded the

motion to authorize travel in the Civil Defense Department for the New York disaster area. The motion passed by a vote as follows:

ITEM G.3, CONTINUED,

| | |
|---------------------------|--------|
| Supervisor Jessie Medlin | YES |
| Supervisor Eugene Thach | ABSENT |
| Supervisor Gerald Clifton | YES |
| Supervisor John Caldwell | YES |
| Supervisor Tommy Lewis | YES |

4. Memorial for America – Judge Barbee

Judge Mills Barbee addressed the Board of Supervisors regarding the assembly of County personnel at noon outside the DeSoto County Administration Building for a moment of silence in response to the terrorist attacks in New York and Washington DC. Judge Barbee requested the lowering of the flags to half-staff.

Supervisor John Caldwell made the motion and Supervisor Gerald Clifton seconded the motion to authorize all County flags be lowered to half-staff in response to the terrorist attacks in New York and Washington DC. The motion passed by a vote as follows:

| | |
|---------------------------|--------|
| Supervisor Jessie Medlin | ABSENT |
| Supervisor Eugene Thach | ABSENT |
| Supervisor Gerald Clifton | YES |
| Supervisor John Caldwell | YES |
| Supervisor Tommy Lewis | YES |

Supervisor Jessie Medlin made the motion and Supervisor Tommy Lewis seconded the motion to recess until Monday September 17, 2001 at 9:00 a.m. The motion passed by a vote as follows:

| | |
|---------------------------|--------|
| Supervisor Jessie Medlin | ABSENT |
| Supervisor Eugene Thach | ABSENT |
| Supervisor Gerald Clifton | YES |
| Supervisor John Caldwell | YES |
| Supervisor Tommy Lewis | YES |

THIS the 11TH. Day of September 2001, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Tommy Lewis, President
DeSoto County Board of Supervisors